



UNITED STATES MARINE CORPS
MARINE CORPS COMBAT DEVELOPMENT COMMAND
and
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

Canc: Sep 05

MCBBul 1601
MCCDC (C 06)
MCB (B 013)
1 Nov 04

MARINE CORPS BASE BULLETIN 1601

From: Commander

To: Distribution List

Subj: OFFICER AND ENLISTED DUTY QUOTA ASSIGNMENTS

Ref: (a) MCBO 1601.1C

Encl: (1) Schedule of Assignment Responsibility

1. Purpose. To assign Command Duty Officer, Command Duty Staff Noncommissioned Officer, Command Duty Driver, Combat Development Center Duty Officer, and Combat Development Center Duty Clerk, responsibility per the enclosure.

2. Concurrence. This bulletin was coordinated with and concurred in by the Commanding General, Marine Corps Combat Development Command.

3. Information

a. Officers. Per the reference:

(1) The Deputy Commandant, Manpower and Reserve Affairs; Commanding General, Marine Corps Recruiting Command; Commander, Marine Corps Systems Command; President, Marine Corps University; and the Commanding General, Training and Education Command will provide Command Duty Officer assignments for their assigned dates.

(2) Field grade officers under the cognizance of the Commanding Officer, Marine Corps Intelligence Activity; Commander, Marine Corps Network Operations and Security Command; and the Director, Marine Corps Operational Test and Evaluation Activity are eligible to stand Command Duty Officer watch on days allocated to Marine Corps Combat Development Command/Marine Corps Base.

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(3) Quota allocations are assigned on a "fair share" basis. The enclosure contains the schedule of quota assignments for Command Duty Officer watch.

(4) Duty assignments are the responsibility of the respective commands.

b. Enlisted. Per the reference:

(1) The Commanding General, Training and Education Command and Commanding Officer, Headquarters and Service Battalion will provide Command Duty Staff Noncommissioned Officer, Command Duty Driver, Combat Development Center Duty Officer, and Combat Development Center Duty Clerk assignments for their assigned dates.

(2) Staff noncommissioned officers, noncommissioned officers, and below under the operational control of Commanding General, Training and Education Command and administrative control (with the exception of Training and Education Command and Manpower and Reserve Affairs) of Commanding Officer, Headquarters and Service Battalion are eligible to stand Command Duty Staff Noncommissioned Officer, Command Duty Driver, Combat Development Center Duty Officer, and Combat Development Center Duty Clerk watch on allocated days.

(3) Quota allocations are assigned on a "fair share" basis. The enclosure contains the schedule of quota assignments for enlisted Marines.

(4) Duty assignments are the responsibility of the respective commands.

4. Action

a. The Deputy Commandant, Manpower and Reserve Affairs; the Commanding General, Marine Corps Recruiting Command; Commanding General, Marine Corps Systems Command; President, Marine Corps University; and the Commanding General, Training and Education Command. Provide a roster of personnel to stand Command Duty Officer, on the dates indicated in the enclosure, to the Base Adjutant not later than the 20th of the preceding month.

b. Commanding Officer, Marine Corps Intelligence Activity; Commander, Marine Corps Network Operations and Security Command; Director, Marine Corps Operational Test and Evaluation Activity;

and Marine Corps Combat Development Command/Marine Corps Base
Division Directors. Provide watch standers as designated by the
Base Adjutant on a monthly basis.

A handwritten signature in black ink, appearing to read 'R. T. Bright', with a stylized flourish at the end.

R. T. BRIGHT
Chief of Staff

DISTRIBUTION: A

SCHEDULE OF ASSIGNMENT RESPONSIBILITY

COMMAND DUTY OFFICER	
ORGANIZATION	DATES OF THE MONTH
Marine Corps Development Command/ Marine Corps Base	1-8
Manpower and Reserve Affairs	9-14
Marine Corps Systems Command	15-21
Training and Education Command	22-30
Marine Corps Recruiting Command	31

COMMAND DUTY STAFF NONCOMMISSIONED OFFICER, COMMAND DUTY DRIVER, COMBAT DEVELOPMENT CENTER DUTY OFFICER, AND COMBAT DEVELOPMENT CENTER DUTY CLERK	
ORGANIZATION	DATES OF THE MONTH
Headquarters and Service Battalion	1-15
Training and Education Command	16-End of Month

ENCLOSURE (1)